



Garrett Park, MD

Town Hall

2018





Unknown date-  
assumed 2000s





1997





1988



1980s





Date unknown-  
assumed 1980's



1976





1973





Unknown date



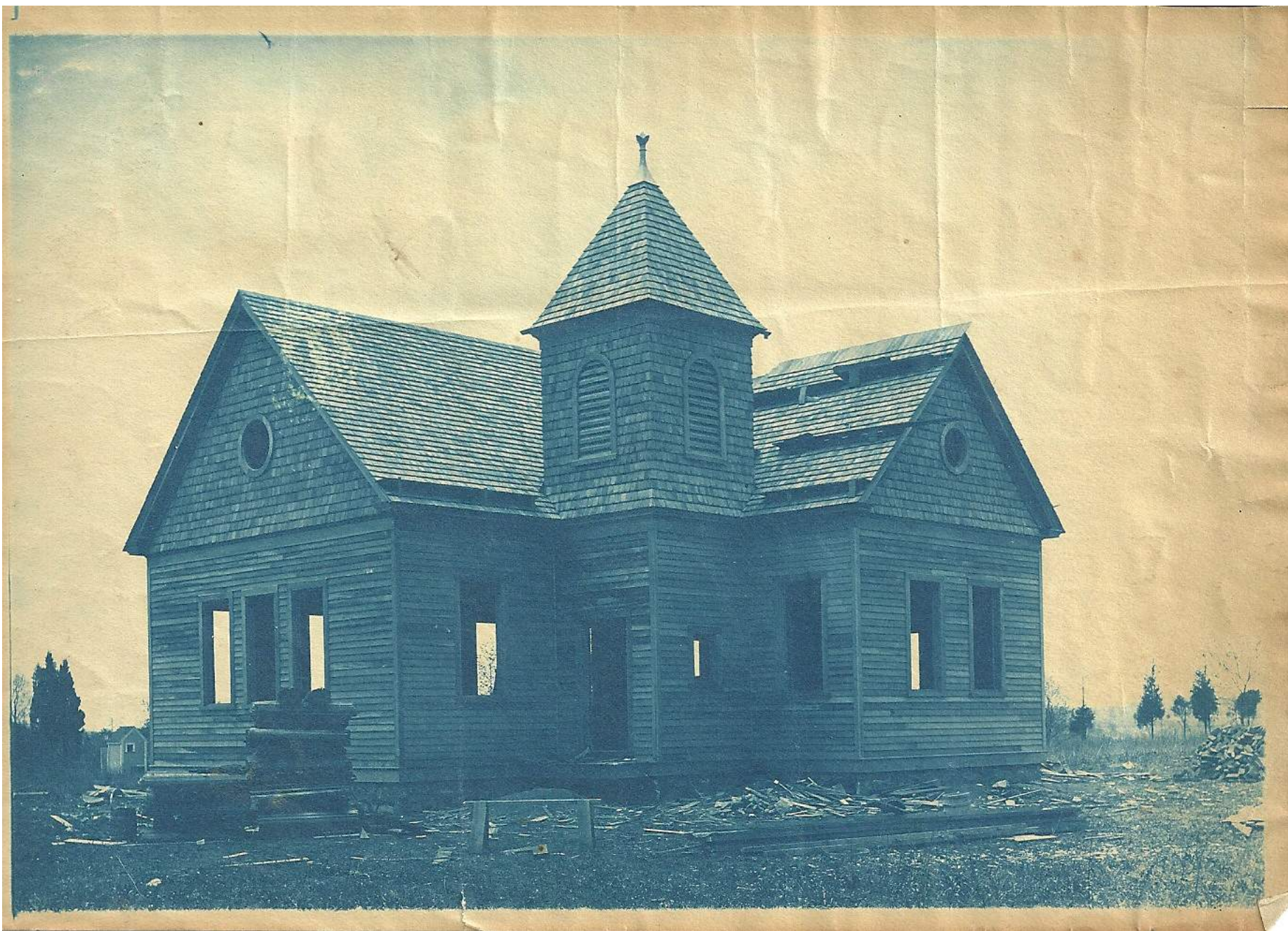


Photo: Under Construction –  
1897?

*From the archives...*

- An October 1896 meeting was held to plan to purchase Lot 4, Section 50, “for no more \$100”
- At a November meeting, a building 24’ x 40’ was discussed at cost of \$700
- The chapel was planned as non-denominational since not enough residents of any one denomination
- Plans proceeded into 1897 with fund raising that included a \$100 donation for a bell by Mrs. Harriet Ford.
- Privy built 1899





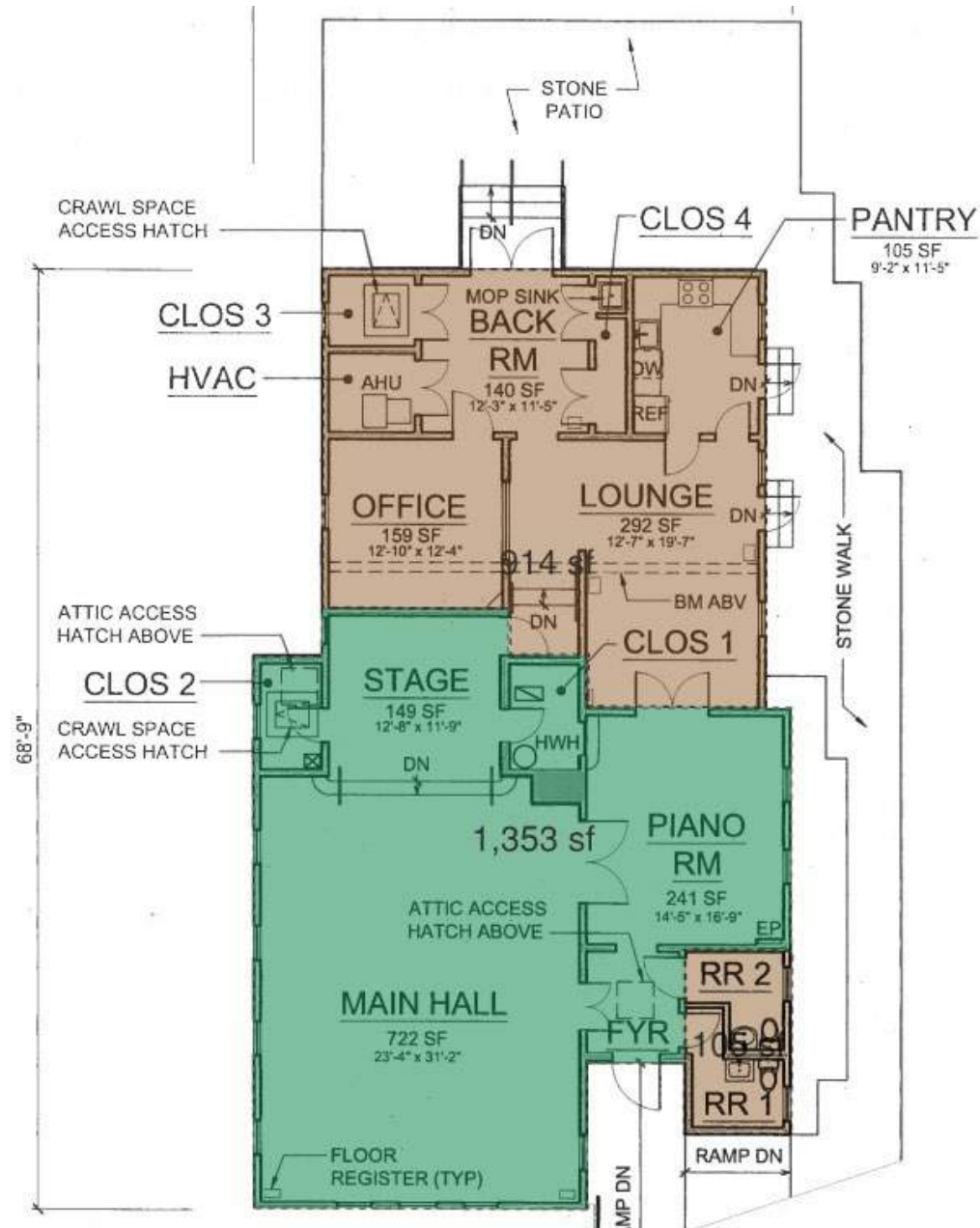
*More from the archives...*

- Garrett Park Health Officer, Mr. William Soleau, in 1899: “ Your attention is respectfully invited to the fact that the chapel has never been provided with a privy.... You will surely agree with me that morality and refinement lean toward the suggestion. It is now observed that children, and adults too, have been forced to use the rear of the chapel in order to obtain relief for the demands of nature.”
- 1903: Ladies of the Park hold a lawn fete to benefit chapel. Garrett Park Improvement Society sets cost of \$1.00 per month to meet in the chapel.
- 1915: Electricity installed, with A.L. McMillan donating his services.
- 1916: Report that a new roof (original was wood shingle) is needed.
- 1925: The 32 person Citizens Association elects a Board of Managers for the chapel.
- 1927: GP School Board Trustees requested use of two Sunday school rooms for public school for 1927-28.
- 1931 December 10: Bishop of Washington is asked to extend the agreement under which “the chapel is being held and maintained as a community center for the use of the people of the Park”. The agreement was extended to April 9, 1942.

Archives research by Marian Green (documents) and Charlie Snyder (photographs)







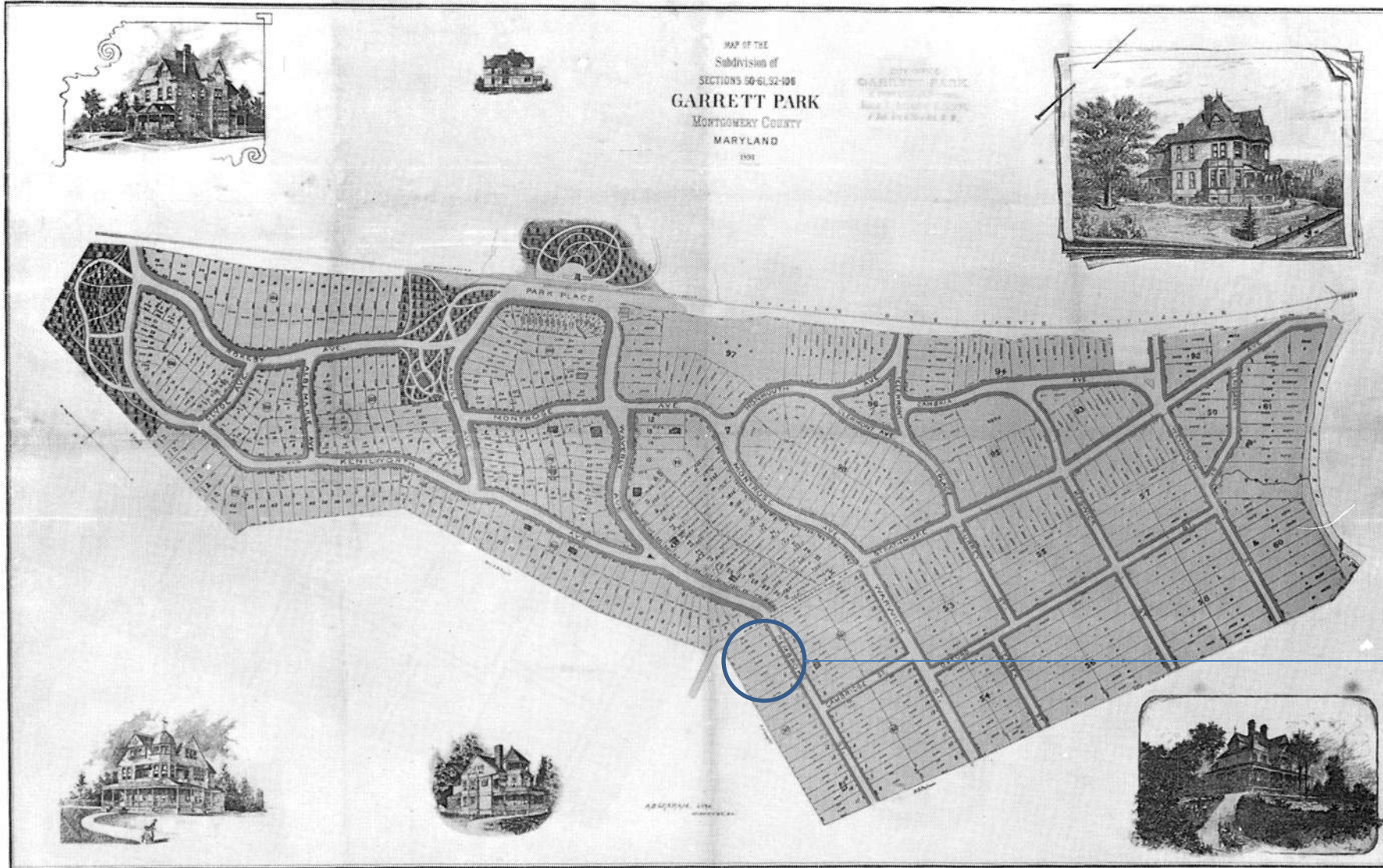
Existing Plan-

- Original/ Historic – Shaded Green
- Additions – Shaded Brown

Existing Conditions drawn by  
Balodemas Architects 2015



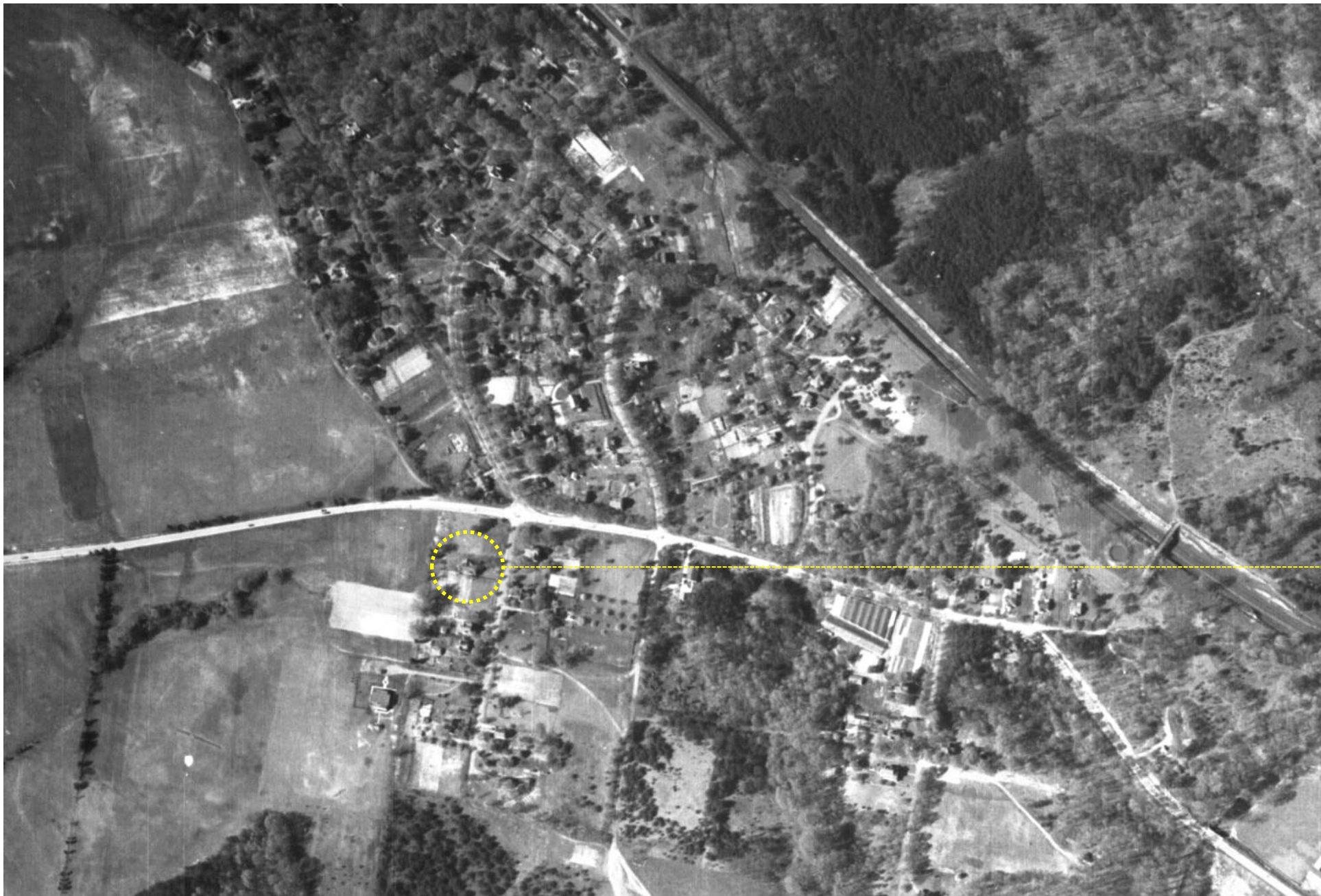
1891



Town Hall Lot

**METROPOLITAN INVESTMENT & BLDG. CO. MAP**





Aerial Photo by USDA  
1937

Town Hall Lot





Aerial Photo by USDA  
1937









### Building Enclosure

- Rehabilitate or replace siding. Some is original, some appears to be later replacement.
- Rehabilitate or replace windows.
- Consider removal of non-contributing (to Historical Preservation of the building) bathroom addition on front and putting back windows at original locations for more daylight in Piano room.







### Building Enclosure

- Replace roof on original building
- Repair flat roof (temporarily while preparing master plan) on rear addition
- Remove chimney that is no longer used.





### Rear addition

- Consider rebuilding rear addition designed to suit Town uses, as original addition was built for secondary functions of the chapel
- Alternately, reconfigure and modify existing rear addition





### Rear yard

- Consider expanding patio for events
- Overhaul landscaping, repair event lawn





### Interior

- Review and Repair- Structure, Flooring, Crawl spaces
- Redo finishes- example: remove popcorn texture from ceiling
- Doors- retain originals where possible. Replace ones that mismatch.



- Explore improvements to Acoustics.
- Enhance Technology - Lighting, Audio-Visual, Internet.
- Improve building systems: heating, cooling, electrical and plumbing, including creating accessible bathroom(s)



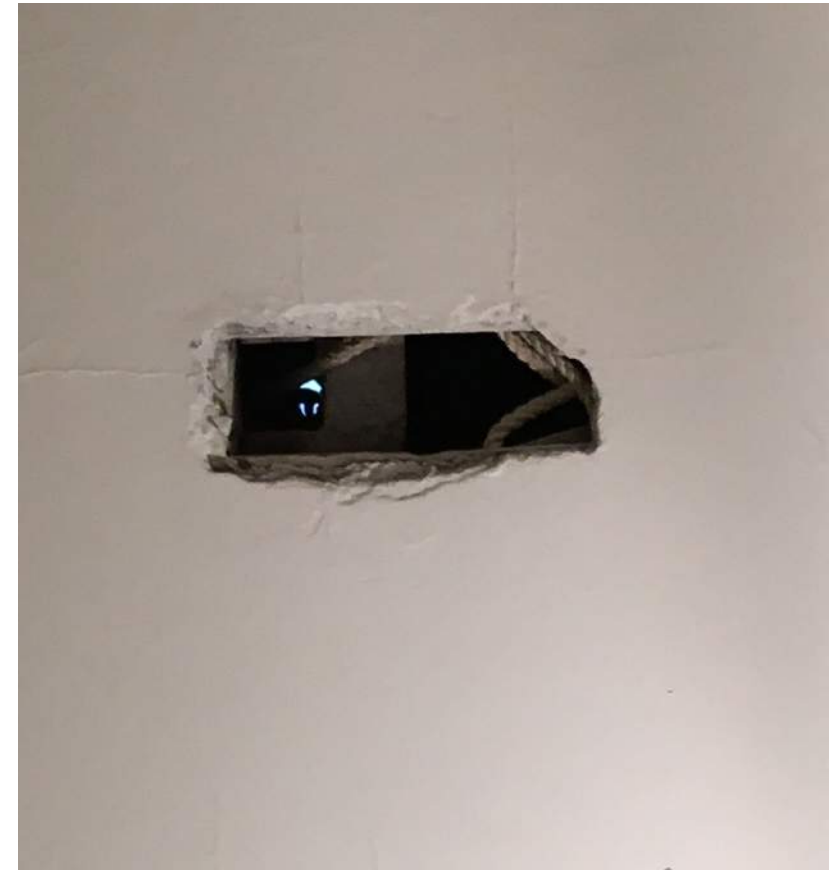


#### Work on details

- Original Exterior siding on the interior (left)
- Hole for rope for Bell (right)

#### Work on Program

- The additions were built when property was a church. Do the rooms built then work for a Town Hall now?





## Typical Planning Process

1. Devise a program for the facility
2. Review existing conditions of the facility you have
3. See where #1 and #2 align, or do not align
4. Develop scoping options, generally S, M, L and XL versions
5. Cost out those options
6. Formulate decisions on which option to go with
7. Figure out how to pay for #6
8. Design it
9. Build it
10. Enjoy it

Note: for Garrett Park, include additional steps for much debate!

**6- Shared Program and Utility Spaces**

The division has many meetings, varying in attendees from a couple people up to a full division staff meeting of 45 people. The division has a voluminous collection of current and completed plans, graphics and reference materials that might possibly be collected in a centrally accessible reference library and (possibly digital) file

Space No.	Position/Space	Office Type	Program Sq Ft	Assigned Sq Ft	Key Notes
6.01	Lobby/ History Room	n/a	150	0	6A
6.02	Visitor Waiting Area	n/a	100	0	6B
6.03	Large Meeting Room- Up to 50 people, seated in chairs	n/a	500	0	6C, 6D, 6E, 6H, 6A
6.04	Medium Conference- 25-30 people, tables + chairs	n/a	500	0	6D, 6H
6.05	Small Conference- 6-8 people	n/a	220	0	6E
6.06	Small Conference- 6-8 people	n/a	220	0	6E
6.07	Kitchen	n/a	160	0	6F
6.08	Lunch Room	n/a	240	0	6G
6.09	Central Reference Library	n/a	225	0	6A
6.10	Central File Storage	n/a	120	0	6J
6.11	Graphics/Printing	n/a	500	0	6K
6.12	Office Supply Storage	n/a	150	0	6K
6.13	Restrooms- Women	n/a	200	0	6L
6.14	Restrooms- Men	n/a	200	0	6L
6.15	Mechanical Room	n/a	600	0	
6.16	Electrical Room	n/a	200	0	
6.17	Server Room/ IT/ Telephone	n/a	100	0	
Section subtotal			4,585		

**Section Key Notes**

6A- display of historic artifacts: Warner Property, Kensington, Montgomery Co., possibly accessible by public due

6B- might be part of lobby

6C- ability to divide space for smaller and/or breakout meetings

6D- pin-up space for presentations and possibly smart-boards. Usable wall space more important than window

6E- provide space for scheduled and impromptu meetings with pin-up and layout space for large maps and draws

6F- lunch storage/ prep + full food preparation for large shared meals and conferences. 2 sinks, 2 refrigerators

6G- space for 1/2 or more of staff to congregate at lunch. Must be near kitchen.

6H- could hold division staff meeting for up to 45 people

6I- includes bookcases, files, flat files for ref. materials, separated by discipline but centralized for research into

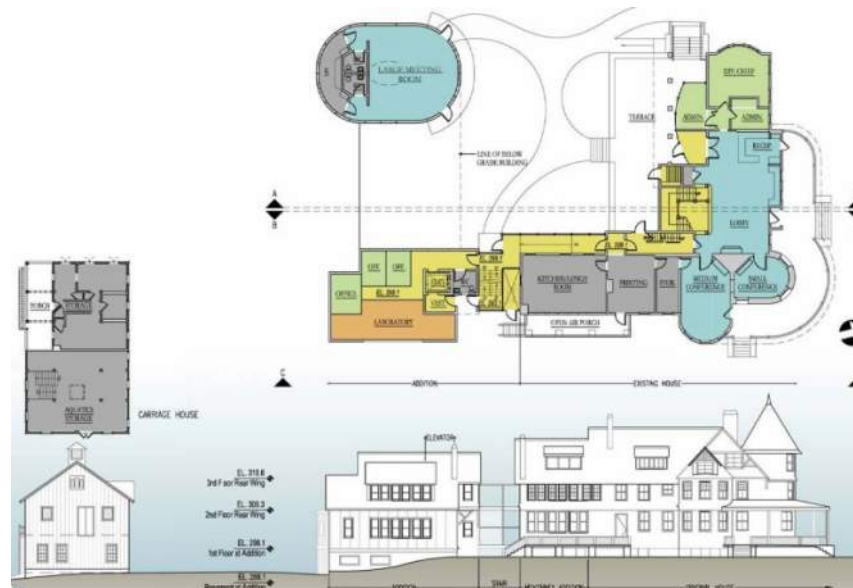
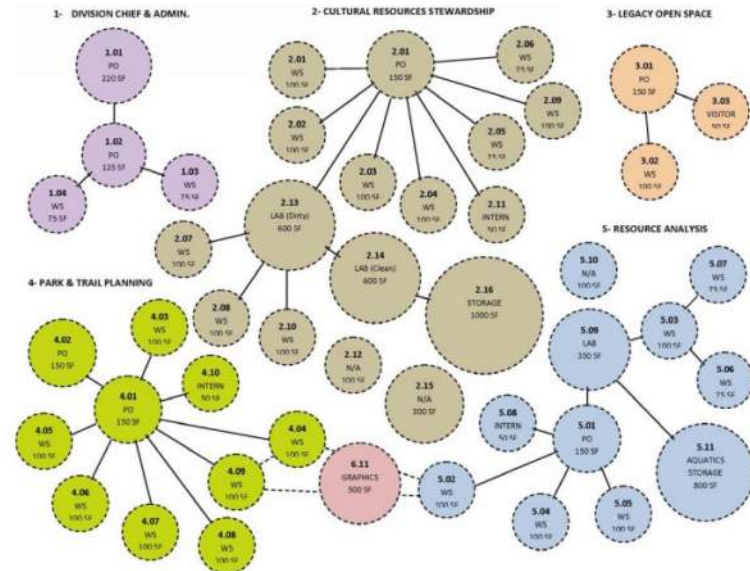
6J- shared project files separated by discipline within the project file. Accessible location for all sections.

6K- (2) plotters, (2) graphics terminals, (2) worktables, (1) light table, (1) copier/printer, (1) storage cabinet

6L- based on business occupancy and 1 person per 100sf. Code requires total 4 WC and 3 lav.

6M- large meeting room could be accessible after work hours, while rest of office is secure

## Interrelationships of spaces



Programming study examples (above and top left)

Concept Design example with color coding of programmed spaces (left)



## Garrett Park Town Hall- Rehabilitation/Renovation Planning

### Resident Survey – due (so do!) by October 31, 2018 to Town Office or Post Office (collection box)

This survey is intended to elicit general and creative inputs to help guide renovation programming and design of the building and property. It is not intended to be a scientific survey of how many respondents favor certain ideas. All the responses will be combined into a document that will be placed on the Town website and used as a resource in next steps toward design. The October 6 presentation made at Town Hall will also be placed on the Town website, Historic Preservation page, for reference.

Some Questions / Topics to consider as idea-starters are listed below:

- Relocate bathrooms away from the front?
- Revert the front facade to 1890s design?
- Should programming of events be increased?
- Is current use of building just right, or too much?
- Should revenue stream look to be increased?
- Relocate any town functions to Town Hall?
- How should the front yard function for town?
- How should the rear yard function?
- What's most important about the building exterior?
- What's most important about the interior?
- How would the main hall be more useful?
- What is important as ancillary space to main hall?
- What types of technology most need updating?
- Is a kitchen/pantry needed?
- Does the current storage set up work?
- Should the rear addition be reconfigured inside?
- Should the rear addition be replaced or expanded?
- What are pros/cons of the Town Hall's location?
- What types of funding should be sought, if any?
- What does Town Hall not do that it should do?

Note: Any project on Town Hall will include rehabilitation of the historic façade's siding, windows and roof, as well as repair/ replacement of building systems like plumbing, electrical, so no need to list those types of items unless specifics on how they might be done. There is no budget or design for a Town Hall renovation project presently. Roof and façade repairs are being planned for the coming months.

Resident: \_\_\_\_\_ House #/ Street in Garrett Park: \_\_\_\_\_

Provide your input here (keep it high level and in this box) by any means you prefer: write, type, draw, etc.



## Next Steps

- Think about what Town Hall does well, and what it could do better.
- Think outside the box. Talk with your friends and neighbors, like the gentlemen below in this photo by the Waverly/ Kenilworth fork.
- Complete a Resident Survey by October 31.
- Stay tuned for a follow up planning session in late winter.

